

CITY OF LOMA LINDA SENIOR CENTER BOARD MINUTES OF FEBRUARY 15, 2005

A Regular meeting of the Senior Center Board was called to order at 3:04 p.m. on Tuesday, February 15, 2005, in the Senior Center at 25571 Barton Road, Loma Linda.

Members Present: Ms. Mary L. Cooke, Chair; Dr. Reinhold Trupp; Mr. Elmer Digneo; Dr. Peter Strutz, Mr. Jin Long Koh; Mrs. Valerie Husbands, and Mr. Jeff Samuels, Jerry L. Pettis Memorial Veterans Medical Center.

Members Absent: Col. Forrest Cathey, Retired; Mr. Ric Revel; Ms. Vivi Burns; and Mr. Willard Stewart.

Staff: Deborah Woldruff, Director, Community Development Department
Jarb Thaipejr, Director, Public Works Department
Joanne Heilman, Executive Secretary, City Manager's Office

Guest: Sheila McKee, Mountain View Dog Training
Gail Clary, Loma Linda Resident

ORAL REPORTS/PUBLIC PARTICIPATION – Non-Agenda items (LIMITED TO 3 MINUTES FOR EACH SPEAKER)

Ms. Joanne Heilman, Executive Secretary to the City Manager, announced a Nutrition workshop was scheduled in the Community Room on Tuesday, March 01, 2005 at 6 pm. The workshop was made possible through a Healthy Cities grant.

APPROVAL OF MINUTES

Motion by Trupp, seconded by Digneo, and carried by a vote of 4-3, to approve the minutes of November 30, 2004 as amended.

DISCUSSION ITEMS

Report by Community Development Director

- **Status report on the vending machines**

Director gave a brief status report and a discussion ensued, which resulted in the following motion:

Motion by Strutz, seconded by Trupp, and carried with a vote of 4-0 with three abstentions to discontinue negotiations for the placement of two vending machines at the Senior Center.

- Report of discussion with Dr. Ron Graybill regarding student volunteers and internships

Direction Woldruff reported on her telephone conversation with Dr. Graybill at the Loma Linda Medical Center and a discussion ensued, which emphasized the need for interns and the greater need of volunteers. As a result of the discussion a subcommittee was appointed composed of Chair Cooke, Board Member Husbands and Deborah Woldruff who will schedule a meeting to prepare job descriptions for the volunteers to provide as much detail about events and issues as possible to those interested in working at the Senior Center.

Report by Public Works Department – Jarb Thaipejr

Director Thaipejr reported that the windows on the north side of the building would be tinted, as were the doors on the east side.

Sub-committee Reports

- Volunteer Program Report

Board Member Husbands reiterated the need for volunteers for the Senior Center to alleviate the duties of the volunteers that currently participate in the program.

- Regional Council on Aging (RCA)

No report was provided.

Request for the use of the Senior Center Sheila McKee for dog obedience classes

Ms. Sheila McKee stated that she was currently providing dog obedience classes at Hulda Crooks Park and would like to bring her future classes indoors at the Senior Center. She stressed that she was open to donating a percentage of each registration fee to the Senior Center and designing a program for seniors and their pets.

A discussion ensued during which the Board suggested exploring other locations for the classes i.e. the Fire Station, the City Corporation Yard or the main entrance to City Hall in the area of the fountain.

Discussion of miscellaneous issues related to the Senior Center

- Report on the Arts & Crafts Fair scheduled for Sunday, January 23, 2005.

Chair Cooke reported that the Fair was well attended and that the number of vendors had increased from four vendors in January to 10 vendors in February.

Chair Cooke continued to explain that more advertising would benefit the Fair and for that reason she was requesting the approval of the Board to purchase a wooden "A" frame sign that would be placed at the entrance to the Senior Center on Loma Linda Drive. She had obtained a quote for a wooden sign from a sign company in the amount of \$240. Ms. Cooke suggested that a banner that would hang over the main entrance of the Senior Center be purchased at a later date.

Motion by Husbands, seconded by Koh, and unanimously carried to approve the purchase of a wooden "A" frame sign in the amount of \$240 to advertise the monthly Arts & Crafts Fair at the Senior Center.

- Reports by Senior Center Board Members

Board Member Peter Strutz opened a discussion regarding the replacement of Board members who have had to resign. He also suggested that the Board conduct a Board retreat in City Hall conference room for retreat last at least three hours.

Dr. Strutz stated that he would like to donate the funds to purchase a digital camera for the use of the Senior Center and also offered to donate \$200 per month for one year towards the hiring of a volunteer secretary.

Motion by Digneo, seconded by Koh, and carried by a vote of 5-0 with two abstentions to accept Dr. Peter Strutz's offer to donate the funds for the purchase of a digital camera and a \$200 monthly donation for a period of one year for the hiring of a volunteer secretary.

The discussion continued regarding Senior Center Operation and Use Policy. Board Member Koh asked that the issue be placed on the agenda for the next meeting on March 15, 2005. Director Woldruff stated that she would provide Mr. Koh with a copy of the current policy that has been in use since January of 2004.

Mr. Koh suggested that the donations received from the vendors at the Arts & Crafts Fair be use to offset the cost of the wooden "A" frame sign.

Adjournment

The meeting was adjourned at 4:45 p.m.

Minutes were approved at the March 15, 2005.

Administrative Secretary

I:\Senior Center Board (SCB)\SrC2005\02-15-05M-draft.doc